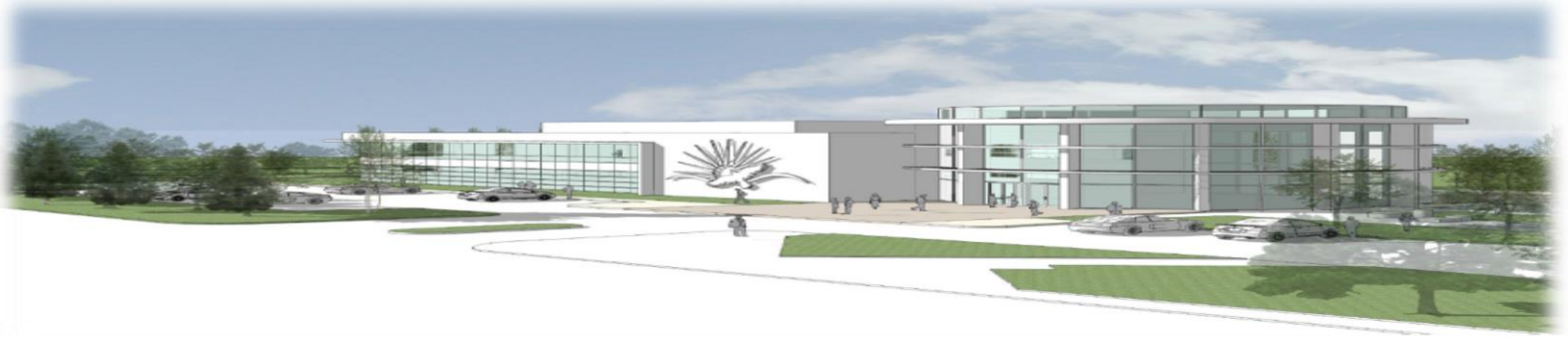


CITY OF SAN RAMON



City Council Budget Workshop

Update on Development of the FY 2015-16 Budget

April 14, 2015

Presentation Outline

- Introduction
- Budget Development Process Outline
- Status of Budget Development
- Department Major Action Plan & Budget Notes
 - General Government
 - Administrative Services
 - Planning/Community Development
 - Engineering Services
 - Police Services
 - Public Services
 - Parks and Community Services
- Unfunded CIP Projects
- Next Steps

Introduction

- This presentation is intended to:
 - ✓ Provide the City Council a status update on the development of the FY 2015-16 City Operating Budget
 - ✓ Review updated Goals
- Geared towards having the Council adopt a budget in late May

Budget Process Outline



- ☐ Began FY 2015-16 Budget Process – January 2015
- ☐ Council Retreat Goal Setting – February 2015
- ☐ Staff formalized department budget requests – March 2015
- ☐ City Manager reviewed department requests – March 2015

Budget Process Outline

(continued)



- ☐ 1st Budget Study Session - Today April 14th
- ☐ Council Review of Proposed Budget and 5-Year Capital Improvement Program – May 18th & May 20th
- ☐ Formal Adoption of Budget – May 26th

Status 2015-16 Budget Development

□ Key Assumptions:

- Moderate revenue growth
- Inflationary increases – utility costs, benefit costs, and maintenance contracts
- Department staffing reorganization
- Restoring service levels and programming
- Restoring employee training and conferences
- Expanding service requirements in the Dougherty Valley area

□ Proposed drawing-down reserves \$1.1million

Status 2015-16 Budget Development

(continued)

Operating Budget (General Fund & Dougherty Valley)

(in millions)

	GF	DV	Total
Revenue	\$47.7	\$16.8	\$64.5
Expenditures	(44.5)	(17.4)	(61.9)
Sub-Total	3.2	(0.6)	2.6
Net Transfers	(3.2)	0.0	(3.2)
Sub-Total	0.0	(0.6)	(0.6)
COP Debt			0.0
Health Care			(0.5)
Net Reserve Draw-Down			\$(1.1)

Status 2015-16 Budget Development

(continued)



□ Estimated General Fund Revenues

- \$47.7 million
- \$5.2 million or 12% above the 2014-2015 adjusted budget
- Revenue increases moderately in most major revenue sources
- Charges for Services includes one-time revenues – Faria Development

Status 2015-16 Budget Development

(continued)



Estimated General Fund Expenditures

- Department budget request – \$44.5 million
- \$3.3 million or 8% above the 2014-2015 adjusted budget
- Budget covers increased salary and benefit costs, utilities and maintenance contracts
- Restoring positions, training, and adding new positions
- No Capital Improvement Program contribution

Status 2015-16 Budget Development

(continued)

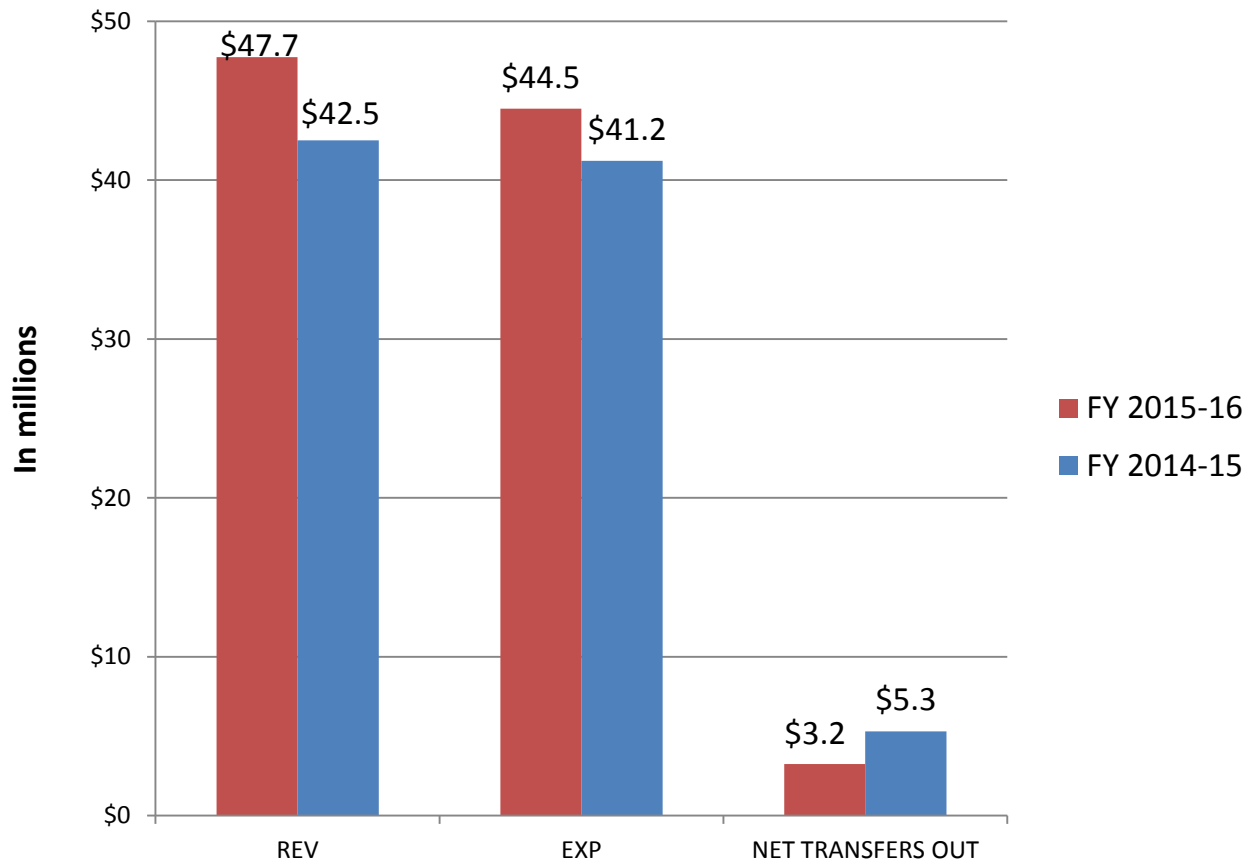


- Restoration of services, previous reductions, and staffing reorganization:
 - Staffing Changes
 - Funding 6 vacant positions that were unfunded in FY 14/15
 - Fully funding the Parks & Community Services Director position
 - Funding for 6 new positions
 - Reclassifications of positions
 - Restore service levels and programming
 - Restore employee training, meetings, & conferences
 - Restore employee events

Status 2015-16 Budget Development

(continued)

General Fund FY 2015-16 Preliminary Budget Compared to FY 2014-15 Revised Budget



Status 2015-16 Budget Development

(continued)



<u>General Fund</u> Revenue Description	FY 14/15 Adjusted Budget	FY 15/16 Preliminary Budget	Difference
Property Tax	\$15.6	\$16.7	\$1.1
Sales & Use Tax	10.1	10.1	0.0
Property Transfer Tax	0.7	0.7	0.0
Transient Occupancy Tax	2.2	2.7	0.5
Franchise Fees	4.3	4.8	0.5
Licenses & Permits	1.4	1.6	0.2
Intergovernmental Revenue	0.2	0.2	0.0
Charges for Service	5.3	8.2	2.9
Fines & Forfeitures	0.4	0.4	0.0
Investment Income	0.1	0.1	0.0
Miscellaneous Revenue	<u>2.2</u>	<u>2.2</u>	<u>0.0</u>
Total Revenue (in millions)	\$42.5	\$47.7	\$5.2

Status 2015-16 Budget Development

(continued)



<u>General Fund</u> Charges for Service By Dept.	FY 14/15 Adjusted Budget	FY 15/16 Preliminary Budget	Difference
City Clerk	\$0.1	\$0.1	\$0.0
Planning Services	0.4	0.4	0.0
Building Services	0.7	0.7	0.0
Engineering Services*	0.3	3.1	2.8
Police Services	0.1	0.1	0.0
Parks & Community Services	<u>3.7</u>	<u>3.8</u>	<u>0.1</u>
Total (in millions)	\$5.3	\$8.2	\$2.9
* Faria Development			

Status 2015-16 Budget Development

(continued)



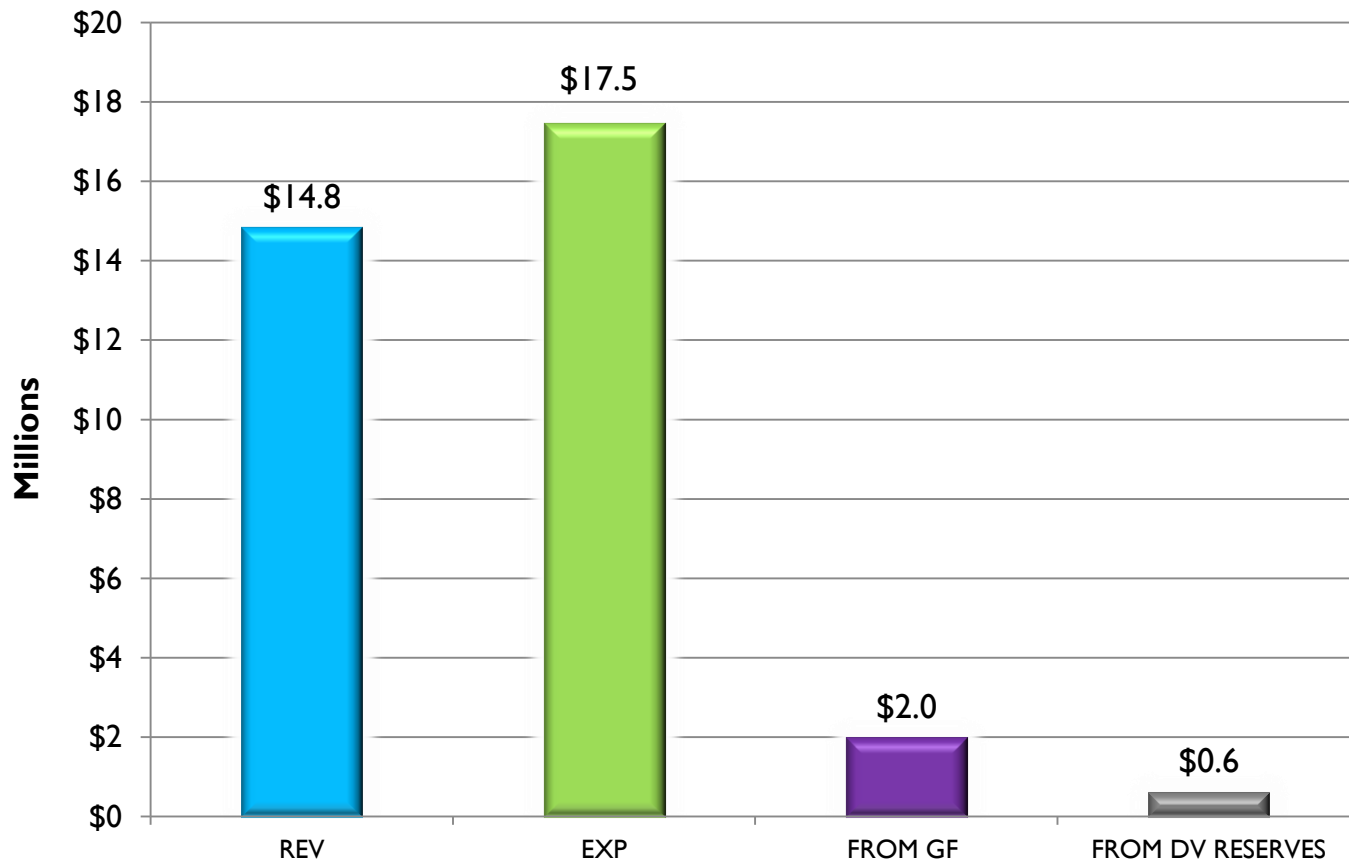
<u>General Fund</u> Expenditure Description	FY 14/15 Adjusted Budget*	FY 15/16 Preliminary Budget	Difference
General Government	\$2.2	\$2.1	\$(0.1)
Administrative Services	3.3	3.5	0.2
Planning/Community Development	3.5	3.9	0.4
Engineering Services	2.9	3.5	0.6
Police Services (GF only)	11.4	12.3	0.9
Public Services (GF only)	9.4	10.0	0.6
Parks & Community Services	8.4	9.1	0.7
Non-Departmental	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>
Total Expenditures	\$41.2	\$44.5	\$3.3
Net Transfers Out	5.3*	3.2	-
Net Revenue/Expenditures (in millions)	(4.0)	0.0	-
*includes mid-year supplemental			

Status 2015-16 Budget Development

(continued)



Dougherty Valley Fund



Status 2015-16 Budget Development

(continued)

- Impact on the use of reserves:
 - Current proposed budget shows draw-down of:
 - \$0.6 million from Dougherty Valley Reserve
 - \$0.5 million from Healthcare Fund Reserve
 - \$0.0 million from Debt Reserves
 - \$27.7 million at June 30, 2016 or 62% of General Fund expenditures

Status 2015-16 Budget Development

(continued)

Estimated Reserves



	Mid-Year Estimate 06/30/15*	FY 15/16 Draft Budget	Projected 06/30/16
General Fund	\$ 9.7	\$0.0	\$ 9.7
Dougherty Valley Fund	3.8	0.6	3.2
Bond Fund	14.3	0.0	14.3
Healthcare Fund	<u>1.0</u>	<u>0.5</u>	<u>0.5</u>
Total (in millions)	\$28.8	\$1.1	\$27.7
* Includes mid-year supplemental			

Status 2015-16 Budget Development

(continued)

Issues to consider:

- General Fund operating budget is break even
- Unfunded CIP cost (detailed on page 69) totaling \$1.7 million
- What projects do we want to fund?
- How much reserves to fund projects?
- Do we want to look at restructuring to save operating costs to fund projects?

Major Action Plan



The following section highlights the “Major Action Plan Items” by Program for each of the City Departments

Major Action Plan General Government



Major Action Plan General Government

City Council

Ongoing Priorities

- ☐ Maintain a safe and secure environment
- ☐ Maintain a secure financial base
- ☐ Maintain staffing/resources to provide City services
- ☐ Build and maintain quality facilities and infrastructure
- ☐ Enhance communication with residents and business community
- ☐ Continue efforts to support Priority Development Areas (PDAs)

Major Action Plan General Government

City Council

Priorities from Goal Setting Workshop

- ❑ Maintain a Secure Financial Base
 - Complete a study of the current reserve policy through the City Council finance sub-committee including reserve level and strategic use of reserves
 - Complete a long term unfunded infrastructure financing plan identifying future long term projects. Include estimated cost for projects less than five years away
 - Continue to evaluate new revenue opportunities for unfunded capital projects and liabilities. New opportunities could include grant funding, legislative advocacy, regional funding and direct revenue

Major Action Plan

General Government

City Council



Priorities from Goal Setting Workshop (Cont.)

- ❑ Build/Maintain Quality Facilities and Infrastructure
 - Determine if the facility/building, phone/computer, and park maintenance funds are adequately addressed to maintain the City's long term assets
 - Identify opportunities to create and maintain open space in the community and enhance open space access for the community
 - Identify opportunities to work in partnership with agencies and landowners to bracket San Ramon's eastern and western boundaries and seek ways to create and enhance the open space system within the City
 - Work in partnership with agencies and landowners to create an accessible, properly maintained open space; creating corridors that bracket San Ramon's eastern and western boundaries and enhance current protected areas with an eye toward high priority opportunities

Major Action Plan

General Government

City Council

Priorities from Goal Setting Workshop (Cont.)

- Staffing/Resources to Provide City Services
 - Identify alternative dispatching options to enhance the public safety service quality in the San Ramon Valley
 - Work with staff to support and complete a successful move into the new City Hall facility scheduled for March 2016
 - Create a salary range for the City Manager and City Attorney positions based on a formal evaluation of comparable cities to San Ramon. Establish a review timetable for the annual review process

Major Action Plan General Government

City Council

Priorities from Goal Setting Workshop (Cont.)

- Enhance Communication with Residents and the Business Community
 - Complete a communication audit of current communication methods and identify new ways to outreach to the community

Major Action Plan

General Government

City Manager

- ☐ Coordinate with staff to finalize move to the new City Hall
- ☐ Submit Fiscal Year 2016-17 Annual Operating Budget and CIP for City Council adoption
- ☐ Continue oversight for City Hall building construction
- ☐ Continue to coordinate PIO efforts in communications and outreach
- ☐ Facilitate the launch of a San Ramon Tourism District
- ☐ Continue to negotiate with County over City Center Tax Sharing Agreement
- ☐ Work with the Open Space Advisory Committee to develop and implement an annual work plan
- ☐ Continue to work with State of California for approval of the Long Range Property Management Plan

Major Action Plan

General Government

Economic Development

- ☐ Continue to collaborate and partner with the Chamber of Commerce, Small Business Development Center, and Contra Costa Council to implement the Economic Development Strategic Plan
- ☐ Continue efforts to increase the retail mix in San Ramon with ongoing outreach and marketing to property owners, retail brokers, and retail tenants
- ☐ Continue to coordinate with the Economic Development Advisory Committee to provide periodic updates to the City Council
- ☐ Continue to collaborate with existing networks of business services
- ☐ Continue to provide staff support to the Economic Development Advisory Committee

Major Action Plan General Government

City Attorney

- ❑ Continue to provide timely legal counsel and services to the City Council, City Commissions, City Committees and City staff

Major Action Plan

General Government

City Clerk

- ☐ Update Municipal Code Section A
- ☐ Coordinate 8th San Ramon Government 101 Class
- ☐ Prepare and issue FY 2016-17 fee resolution
- ☐ Provide training and support in records management
- ☐ Provide training to City's committees
- ☐ Prepare, plan and implement department move to new City Hall

Budget Notes

General Government

Department Budget: \$2,094,497 (decrease of \$137,032 or -6%)

- ☐ City Clerk
 - No General Election Costs
- ☐ All authorized positions are fully funded

Major Action Plan Administrative Services



Major Action Plan

Administrative Services

Finance Division

- ☐ Oversee the FY 2014/15 annual audit process
- ☐ Prepare the Comprehensive Annual Finance Report (CAFR) and submit CAFR for the Certificate of Achievement for Excellence in Financial Reporting
- ☐ Coordinate the development of the FY 2016/17 Operating Budget
- ☐ Prepare the updated Multi-Year Financial Projection and Mid-Year Financial Review
- ☐ Review and update General Reserve Policy

Major Action Plan

Administrative Services

Finance Division

- ☐ Continue to assist with research of financing options for Citywide infrastructure
- ☐ Aim to maintain “AAA” rating from Standard & Poor’s
- ☐ Prepare, plan and implement department move to new City Hall

Major Action Plan

Administrative Services



Information Technology Division

- ☐ Coordinate selection and installation of a new phone system
- ☐ Coordinate the selection, purchase, installation and testing of AV for the new City Hall
- ☐ Install and configure the network infrastructure for the new City Hall
- ☐ Install and configure the video security system for the new City Hall and Skate Park
- ☐ Coordinate moving of all phone and data lines to the new City Hall
- ☐ Move server room to new City Hall and reconfigure
- ☐ Expand the virtual platform with more storage and host space
- ☐ Start evaluation and planning for refreshing the City's website

Major Action Plan

Administrative Services



Human Resources Division

- ☐ Plan, develop, and fully implement a City-wide training program with a focus in Analytical; Business Writing; Communication; Personal Development; Presentation, Instruction, & Facilitation; and Relationship & Behavior Development
- ☐ Plan, develop, and implement the New Hire Orientation Program
- ☐ Plan, develop, and implement the Leadership Academy
- ☐ Plan, develop, and implement a manager/supervisor-focused training program
- ☐ Formulate committee to review and update the Personnel Rules & Regulations
- ☐ Review and update the Performance Evaluation Policy & Procedures
- ☐ Prepare, plan, and implement department move to new City Hall

Budget Notes

Administrative Services

Department Budget: \$3,599,581 (increase of \$292,670 or 9%)

- ☐ Added funding for the Leadership Academy and employee holiday event
- ☐ Increased costs for annual maintenance contracts
- ☐ Increased contract services for Network services for the new City Hall project
- ☐ All authorized positions are fully funded

Major Action Plan Community Development



Major Action Plan

Community Development

Planning Division

- ☐ Continue to coordinate with the appropriate City Departments relative to the construction of the City Hall project
- ☐ Implement the City Center Project
- ☐ Complete Nexus Fee Study
- ☐ Initiate update of the Zoning Ordinance for consistency with the General Plan 2035

Major Action Plan

Community Development

Building Division

- ☐ Assess plan check staffing needs to meet customer service goals and plan check turn around goals
- ☐ Continue monitoring and inspecting the construction of City Hall
- ☐ Evaluate the need for additional staffing through contract services to respond to increased workload relative to the City Center project and Faria Ranch project
- ☐ Increase commercial property inspections for compliance with the nuisance ordinance and zoning regulations

Major Action Plan

Community Development

Transportation Division

- ❑ Assume role of Southwest Area Transportation (SWAT) Administrative Coordinator
- ❑ Recruit for a full-time (temporary) Street Smarts Program Coordinator to implement San Ramon Street Smarts programs
- ❑ Review and submit comments related to the Direct Access Ramp (DAR) Project Environmental Impact Report (EIR) to include Town Hall meetings with residents and business community and subsequently public meetings with City Council
- ❑ In concert with Engineering, initiate Environmental Analysis for San Ramon Iron Horse Trail Bicycle/Pedestrian Overcrossings Project

Budget Notes

Community Development

Department Budget: \$3,869,338 (increase of \$367,485 or 10%)

☐ Planning Services Division

- Includes a \$45,000 budget for Contract Staff for Permit Center assistance

☐ Building & Safety Services Division

- Continuing the use of contract services for the vacancy of a building inspector; contract services will be offset by fees

Budget Notes

Community Development

☐ Transportation Services Division

- San Ramon will receive approximately \$35,000 to provide SWAT Administrative Staff Support
- The full-time (temporary) Street Smarts Program Coordinator Position is funded entirely with Federal Safe Routes to School grant (no General Fund requested)
- Peer Review for Direct Access Ramp EIR to be completed by Consultant (Stantec) with funding allocated in the FY 15/16 Budget
- Environmental Analysis for Iron Horse Trail Project to be completed with Priority Development Area (PDA) grant fund of \$150,000 (no General Fund requested)

☐ All authorized positions are fully funded

Major Action Plan Engineering Services



Major Action Plan

Engineering Services

- ❑ Complete various pavement management repair projects: Bollinger Canyon Road; Davona Drive; Thomas Ranch Development area; Westside Drive area; low PCI residential streets throughout the City; and Alcosta Boulevard Pavement Rehabilitation (CIPs 5536, 5554)
- ❑ Complete the biennial pavement condition survey for all City-owned streets and present the Five-Year Pavement Repair Plan to the Finance Committee
- ❑ Faria Preserve development - process maps, plans, and permits as submitted by the developer; oversee/inspect the mass grading operations
- ❑ Complete construction of the Iron Horse Trail Landscaping Project (CIP 5514)

Major Action Plan Engineering Services

- ❑ Through encroachment permit issuance to EBMUD, complete the installation of recycled water pipelines in the Bishop Ranch area
- ❑ Complete the design and construction of the following CIP projects:
Library Expansion & Renovation, Central Park Turf Field
Renovation, Skate Park Renovation & Repair, Bollinger Pedestrian
Crossing Modifications Phase 2
- ❑ Begin the widening of Bollinger Canyon Road from Market Place to I-680 freeway
- ❑ Conduct Citywide drainage infrastructure inventory study (CIP 5548)

Major Action Plan Engineering Services

- ☐ Stormwater Management Program - continue participation in the new Five-Year Municipal Regional Permit (MRP) ongoing discussions and implement MRP provisions anticipated to be issued by beginning of 2016
- ☐ Conduct Five-Year Community Rating System (CRS) review for the Floodplain Management and begin implementation of FEMA's new CRS requirements

Budget Notes

Engineering Services

Department Budget: \$3,475,597 (increase of \$640,376 or 23%)

- ☐ Propose to downgrade unfunded/vacant senior inspector position to inspector and fill position
- ☐ Continue to fund temporary associate engineer and temporary senior inspector positions to support the management of Faria Development
- ☐ Fund temporary Senior Inspector and utilize temporary employees and consultants for Special Fund projects and to help manage peak summer project management and inspection needs
- ☐ Projected to receive General Fund revenue for FY 15/16 of approximately \$3.1M from development and encroachment permit fees (Faria, City Center, misc.)

Budget Notes

Engineering Services

Inspector Position

- ❑ FY 2013/14 – eliminated 2 Senior Inspector positions based on actual department baseline needs; 1 Senior Inspector remained unfunded and vacant
- ❑ FY 2015/16 proposal to downgrade Senior Inspector position to Inspector and fill
- ❑ 5-Year projection – inspection needs: 5 f/t inspectors, 2-3 temporary inspectors (part-time/full-time)
 - Faria Preserve, City Center
 - Pavement Management Projects (in-house inspection vs. contract)
 - FY 2015/16 Capital Budget \$33M; 5-Year CIP \$60M
 - Continued increase in encroachment and development permits
- ❑ Projected FY 15/16 General Fund revenue for development and inspection fees approximately \$2.4M; Five-Year projection \$4.1M
- ❑ Three of four inspectors currently eligible for retirement; fourth in 2 years



Major Action Plan

Geologic Hazard Abatement District

1990-01

- ☐ Process the acceptances for GHAD ownership as offered by the Dougherty Valley Developers
- ☐ Update the Reserve Fund Study to coincide with the current construction projections in Dougherty Valley
- ☐ Prepare the GHAD Engineer's Report for FY 2016-17, present it to the GHAD Board, and hold a public hearing to set GHAD assessments
- ☐ Perform repairs and abatement of geologic hazards as needed
- ☐ Continue annual monitoring and maintenance of existing GHAD property

Major Action Plan Police Services



Major Action Plan

Police Services

- ☐ Analyze, evaluate and implement (if feasible) alternative dispatch services based on cost evaluation, continuity of service, overall community public safety enhancements and progressive technology
- ☐ Recruit/Hire two new relief police officer positions designed to avoid overtime associated with filling temporary vacancies due to vacations, training and injury
- ☐ Analyze and evaluate an upgrade of body worn cameras
- ☐ Provide presentation to Policy Committee for the consideration of implementing District Attorney authorized Community Court program for low-level offenders
- ☐ Reclassify vacant Emergency Preparedness Manager position to a Lieutenant position. Transition emergency services duties and begin implementation of new Crime Prevention and Community Relations Division

Major Action Plan

Police Services

- ☐ Implement updated strategic emergency plan
- ☐ Update emergency operations plan
- ☐ Facilitate completion of Emergency Operations Center in new City Hall
- ☐ Conduct Emergency Operations Center training for existing EOC staff
- ☐ Design and implement Department Operations Center at the police department

Budget Notes

Police Services

Department Budget: \$19,202,027 (increase of \$1,219,357 or 7%)
(General Fund & Dougherty Valley Fund)

- ❑ Reflects 36% increase in Dispatch Costs from FY 2014-15 budget (\$874,579) to FY 2015-16 projected budget (\$1,192,044)
- ❑ Downgrade an unfunded Administrative Coordinator position to Office Specialist and fund the position
- ❑ Fund an Administrative Analyst position and two new Police Officers
- ❑ Reflects \$300,000 reduction to the Future Police Staffing Analysis and Recommendation presented to the City Council on 01/27/15:
 - Sergeant: Supervisor assigned to new Crime Prevention and Community Relations Division - \$194,000
 - Fleet Technician duties - \$106,000

Major Action Plan

Public Services



Major Action Plan

Public Services



New Development

- Complete final design approval of the new Bella Vista School Park facility with the School District and developer
- Complete conceptual design plan review of Phase II of Rancho San Ramon Community Park
- Assume maintenance responsibility for new areas in the Dougherty Valley to include: 160 new streetlights, 3 street miles, 3 acres of street landscaping, as well as creeks, water quality control ponds and other drainage facilities

Major Action Plan

Public Services



Park and Facility Maintenance and Renovation

- Implement planned replacement and renovation of park improvements such as drinking fountains, benches, waste cans, BBQ's
- Renovate Synthetic Turf at Tiffany Roberts Sports Park and evaluate use of alternative fill materials
- Complete Phase I renovation of landscaping at Alcosta Senior and Community Center to begin to restore the landscaping with drought tolerant plant material
- Complete LED retrofit of parking lot lights at the City's Permit Center/Police Department
- Restore service levels for sports fields, increase irrigation repair response times and water use efficiency

Major Action Plan

Public Services

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Park and Facility Maintenance and Renovation

- Implement new landscaping contracts and oversee transition with new contractors, within budget and maintaining service levels
- Continue planned replacement and renovation of declining plant material throughout the Landscaping and Lighting District Assessment Zones and Dougherty Valley area with drought tolerant plant material
- Continue to monitor drought restrictions and conditions, and impact on City budget and use of facilities and parks
 - Develop options and recommendations to City Council on need for changes to City's drought management strategies
 - Increase staffing to respond to irrigation repairs and implement additional water conservation strategies

Major Action Plan

Public Services



Traffic Safety and Drainage

- Utilizing the Equipment Replacement Fund to support the planned replacement of traffic signal hardware and increase reliability of equipment
- Restore service levels in maintenance of catch basins, red curb painting, soundwall maintenance, parking lot restriping, weed abatement, sidewalk grinding and sign repair

Major Action Plan Public Services



Solid Waste

- Implement a recycling program for commercial organics (food scraps)
- Research and recommend options for the solid waste and recycling franchise procurement process including business and customer outreach and surveys on new and expanded services

Budget Notes

Public Services

Department Budget: \$20,384,792 (increase of \$2,066,990 or 11%)
(General Fund & Dougherty Valley Fund)

- ☐ Department reorganization due to retirement - merging facility and park maintenance into a single division; and streets, signals, street lighting, landscape and drainage maintenance into a single division (eliminating 2 management positions)
- ☐ Fund and fill all authorized positions in addition to requesting one new position in order to restore services as a net cost of approximately \$485,000
- ☐ Anticipated 9% increase in water rates
- ☐ Anticipated 6% increase in energy rates
- ☐ Awarding contract landscape maintenance bids within proposed budget amount (0-15%)

Major Action Plan

Parks & Community Services



Major Action Plan

Parks & Community Services

☐ Programs – Preschool/Youth/Teens

- Expand Camp Central program to the Dougherty Station Community Center for four weeks in 2015 with an estimated enrollment of 500 participants

☐ Programs – Adults/Seniors

- Evaluate expanded drop in basketball programs at middle school sites, weeknights and weekends
- Implement contract for senior van transportation services for 30 hours/week service

Major Action Plan

Parks & Community Services

☐ Programs – Neighborhood and Family

- Develop a Community Campout event in a City park to provide an opportunity for residents to experience camping close to home

☐ Programs – Community/Special Events

- Expand access to Forest Home Farm Historic Park with regular public hours Wednesday through Saturday* to include enhanced programming on Saturdays (* hours will be reduced during the winter season)
- Conduct update to the Parks and Recreation Master Plan Update & Strategic Action Plan, Bridging the Community, The Path to 2017

Major Action Plan

Parks & Community Services

□ Customer Service and Technology Development

- Implement a self-guided audio tour of Forest Home Farms Historic Park accessible through the visitor's cell phone and make selected portions of the Forest Home farm historic collection accessible via the internet
- Develop recommendations for funding in FY 2016/17 for the replacement of the CLASS registration and facility booking software system, which will no longer be supported after 2017

Major Action Plan

Parks & Community Services

□ Facilities

- Host ribbon cutting ceremonies for new public art piece at Athan Downs and Sports Park, and new playgrounds at Old Ranch Park and Richard Fahey Village Green
- Facilitate working group in the construction and furnishings planning phase of the renovation and expansion of the San Ramon Library:
 - Work with County library staff to facilitate closure of the San Ramon Library for renovation
 - Implement interim library services, interim gallery space and Foundation space during the renovation period
 - Evaluate need for afterschool care for Iron Horse Middle School students who currently use the San Ramon Library as a study and gathering location afterschool

Major Action Plan

Parks & Community Services

□ Facilities (cont.)

- Update the Co-Sponsorship Policy and Procedures to assist organizations in understanding the benefits, responsibilities, and requirements of being a City Co-Sponsored organization
- Expand rentals at Amador Rancho Center to 70 rental resulting in 385 of hours of use. Expand Picnic rental opportunities at the Rancho San Ramon Community Park group picnic area with 40 rentals

Budget Notes

Parks & Community Services

Department Budget: \$9,113,486 (increase of \$680,275 or 8%)

- ☐ Continue to un-fund one (1) Recreation Technician and one (1) Recreation Coordinator position
- ☐ Request funding for three (3) Office Technicians I at a cost of \$254,000 to replace a portion of the current part time temporary Office Assistants reducing part time temporary salaries by \$104,000
- ☐ Establish two paid internship opportunities within the Department
- ☐ Fully fund the Department Director position
- ☐ Of the total department budget increase, \$650,000 is for personnel related costs
- ☐ Net direct expenditures increased \$30,000; revenue increased by \$208,000
- ☐ Department GF subsidy increased from \$46.54 per capita to \$51.70 per capita

FY15/16 CIP Projects - Unfunded

❑ Citywide Drainage Infrastructure Repair	\$31,000
❑ Citywide Landscaping Planting Renovation	300,000
❑ Forest Home Farms Building 12 (Barn)	694,000
❑ Annual Pavement Preventive Maintenance Project	500,000
❑ Energy Savings Facilities Project	<u>198,000</u>
Total Cost:	\$1,723,000

FY15/16 CIP Projects - Funded



- ❑ Facilities Maintenance Projects: no Building Maintenance Fund (BMF) shortfall in FY 15/16 since \$425,000 has been deferred to FY 16/17.
 - However, results in BMF shortfall of \$1.06M in FY 16/17 and shortfall in every year thereafter
- ❑ Traffic Signal Maintenance – FY 15/16 costs to be funded by equipment replacement fund (\$129,000) (future years remain unfunded)
- ❑ Annual Pavement Preventive Maintenance Project – reduced from \$1M to \$0.5M/yr based on preliminary analysis

FY15/16 CIP Projects - Funded

(continued)



- ❑ Energy Savings Facilities Project – partially funded by PG&E “on-bill financing” program (0% loan); \$198,000 remains unfunded (window pane work)
- ❑ Library Expansion and Renovation Project – funding from City Hall sale proceeds; General Fund loan for construction in FY 15/16
- ❑ New City Hall - does not include potential additional costs (currently being reviewed by staff)

Next Steps

- Staff will incorporate feedback from the City Council on what was presented today:
 - Current budget requests
- Staff will complete preparation of the proposed document for review by the City Council in May
- City Council to adopt the budget in late May

~ Thank You ~